

City of Youngstown Redevelopment Code **Request for Proposals**

The City of Youngstown, Ohio, Community Development Agency is soliciting proposals from interested firms to develop for adoption a city-wide redevelopment code. The city-wide redevelopment code will serve as the zoning ordinance of the City of Youngstown and the primary tool of implementation for the *Youngstown 2010* plan.

This request contains the following:

- I. Description of the Comprehensive Plan/Available Resources
- II. Description of the Services to be provided
- III. Instructions for responding to the request for proposal
- IV. Selection criteria

I. DESCRIPTION OF THE COMPREHENSIVE PLAN

In 2000 the City of Youngstown undertook an ambitious comprehensive planning effort, known as Youngstown 2010. The process involved a civic education and community engagement visioning phase and the development of a plan that was adopted in 2005. The plan provides for a City that is smaller, greener, cleaner, and makes efficient use of its available resources, and capitalizes on its many cultural amenities and business advantages.

Novel in its approach to dealing effectively with declining population, the Youngstown 2010 Plan has drawn interest from cities around the world that are experiencing post-industrial population loss or declining birth rates. The Youngstown 2010 Plan has also won State and National planning awards, including the prestigious American Planning Association (APA) 2007 National Planning Excellence Award for Public Outreach.

Available Resources:

Youngstown 2010 Plan www.youngstown2010.com

Existing Zoning Ordinance:

www.cityofyoungstownoh.com/Uploads/20101793837_zoning_ordinance_1109.pdf

II. DESCRIPTION OF SERVICES TO BE PROVIDED

The scope of services to complete this project involves developing a new citywide redevelopment that incorporates principles of form-based and/or performance based zoning that can be used to implement the goals of the Youngstown 2010 plan. The code should embrace no growth areas, slow growth areas, and creative land reuse. This code will promote urban agriculture, the decommissioning of surplus infrastructure, and serve

as the foundation for a new cleaner and greener community. This new redevelopment code will represent a complete remodeling of the existing land use tool which is based on Euclidian zoning principles and therefore must account for a number of factors as described below:

a. Be in compliance with all of the current requirements of the Ohio Revised Code (Section 713) and be consistent with planning case law.

b. Involve the input of a broad spectrum of stakeholders. Proposals must describe approach to public participation and public communication methods. *

c. Develop the new land use designation proposed in the Youngstown 2010 plan for Industrial Green.

d. Develop codification principles that allow for flexible re-use of vacant land, incorporating urban gardening, urban reforestation, and other greening principles.

e. In cooperation with Youngstown State University Center for Urban and Regional Studies a new zoning district map.

f. Examine appropriate standards under which form based and performance or incentive based zoning may be used.

g. Include an analysis of effect of new zoning code on the creation of non-conforming uses.

h. Incorporate newly adopted sign regulation

i. Incorporate existing historic and design overlay districts.

j. Provide for planned overlay zoning districts.

* The public engagement process will be undertaken in collaboration with staff from City of Youngstown's Community Development and Planning Department, Youngstown State University's Public Service Institute and the Mahoning Valley Organizing Collaborative.

III. INSTRUCTIONS FOR RESPONDING TO THE REQUEST FOR PROPOSAL

An original and four copies of the proposals must be submitted by 4:00 PM December 15, 2010 to:

William D'Avignon, Director
Youngstown Community Development Agency
9 West Front Street
Youngstown, OH 44503

No additional information will be made available to telephone inquiries. All inquiries for this request must be in writing and will be responded to in writing:

Email: WADavignon@CityofYoungstownOH.com

Proposals must include the following:

- A. Letter of interest
- B. Information on the consulting firm:
 - 1. Name, address and contact name
 - 2. Background and history of the firm
 - 3. Profiles on the principal and staff members of the firm
 - 4. Key personnel to be assigned to the study with the approximate number of hours/costs to be committed by task
 - 5. Resumes of any additional consultants to be used on the team.
- C. Description of the proposed scope of work which demonstrates the firm's understanding of the project's objective. (no more than 10 pages)
- D. Brief description of the process/method proposed to be used for the study.
- E. Evidence of the firm's ability to execute the project in the professional and timely manner. Suggest timetable for completion and indication of current workload.
- F. Evidence of successfully completing similar strategies
- G. Three (3) references from clients for which you have performed similar projects
- H. A budget and timeline for consultant services

One original and five copies of the proposal marked "*Proposal in Response to RFP, Zoning Ordinance*" shall be submitted by 4:00 PM (Eastern Standard Time), December 15, 2010.

Upon the completion of the review and evaluation of all proposals submitted in response to this RFP, all proposals shall become public documents.

- I. Schedule for the Proposal Evaluation and Award:
 - 1. Distribute RFP November 15, 2010
 - 2. Proposal Submission Deadline December 15, 2010
 - 3. Planning Team proposal review/selection December 30, 2010
 - 4. Complete contracting process January 2011
 - 5. Begin the Process January 2011
 - 6. Refine and complete final report December 2011

IV. SELECTION CRITERIA

A five member advisory committee will review the proposals. A scoring system for each proposal will be based on the following criteria:

- 1. Understanding of the project and its objectives 25
- 2. Professional expertise and competence 20
- 3. Commitment to perform services in a timely manner 20
- 4. General quality/thoroughness of responses to the RFP 10
- 5. Performance on previous projects of similar nature. 25